

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
May 17, 2018 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Skip Blancett.

Salado Church of Christ Minister Joe Keyes gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Fred Brown, Aldermen Andy Jackson, Amber Dankert (left dais upon Alderman-elect Michael Coggin's assumption of duties), Michael Coggin (assumed duties after Agenda Item 2B), Frank Coachman, and Michael McDougal.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland and Police Chief Rick Ashe

Citizens Communications

Salado ISD Superintendent Michael Novotny congratulated incoming Board members and thanked them for their service. In addition, he recognized Salado High School Student Representative Kayla Manning for her long list of individual and team-oriented academic and athletic accomplishments and congratulated her on her acceptance to Harvard University. Ms. Manning expressed appreciation for the opportunity to serve.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of May 3, 2018.
- B. Approval of minutes of the Special Board of Aldermen meeting of May 10, 2018.
- C. Approval of the April 2018 Financial Statements for the Village of Salado

At Mayor Blancett's direction, Kayla Manning introduced the Consent Agenda items. Alderman Jackson moved to approve the Consent Agenda, as presented. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

2. Discuss and Consider Action on Election Related Matters

- A. Complete and issue certificates of election to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman. (*Mayor Pro-tem Fred Brown*)

Mayor Pro-tem Brown presented certificates of election to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman.

- B. Administer oaths of office to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman. (*Judge Don Engleking*)

Salado Municipal Court Judge Don Engleking administered the oaths of office to Mayor-elect Skip Blancett and Aldermen-elect Michael Coggin and Frank Coachman.

- C. Consider approval of a resolution of the Board of Aldermen of the Village of Salado, Texas recognizing the public service rendered by Amber Dankert as an alderwoman for the Village of Salado, Texas. (*Mayor Skip Blancett*)

Myor Pro-tem Brown moved to approve the resolution. Alderman McDougal seconded. Motion carried on a vote of 5-0. Mayor Blancett read the resolution and presented a framed copy to outgoing Alderwoman Amber Dankert.

Mayor Blancett recognized Alderwoman Dankert's service and sacrifice for the benefit of Salado. Alderwoman Dankert thanked everyone for the opportunity to serve. She spoke highly of incoming Alderman Michael Coggin's professional and personal qualifications and said she will still be an active resident and participant in the Salado community.

- D. Consider approval of an appointment of mayor pro-tempore for a term of one (1) year. (*Mayor Skip Blancett*)

Alderman Coachman moved to approve the appointment of Fred Brown as mayor pro-tempore for a term of one (1) year. Alderman McDougal seconded. Motion carried on a vote of 4-0, with Mayor Pro-tem Brown abstaining.

3. Village Administrator's Reports

- Wastewater Project Update

Village Administrator Ferguson anticipated completion of Main Street lines in about sixty (60) days, to be followed by installation of lift stations on Royal and Church Street. He noted that great care has been taken to avoid damaging the "bike" fence, which did not need to be completely dismantled. He reported on an upcoming concrete pour at the treatment plant site to take place early morning around June 1, 2018 and on some minor vandalism at the site. He advised that an EDA site visit was conducted this week and expected the first reimbursement submission to be finalized soon. He encouraged attendance at the first of two public hearings on impact fees, which is set for Tuesday, May 29, 2018 at 6:00 p.m. at the Municipal Building. He expected the rate study results to be presented to the Board in mid-June. An aerial display of the treatment plant site was presented. Mayor Blancett asked Village Administrator Ferguson to speak to a rumor that Sanctuary has taken up all 200,000 gallons of capacity and left none for the Village of Salado. Village Administrator Ferguson replied negatively to the rumor and cited language from the Sanctuary development agreement and State statutes that does not guarantee the Sanctuary full capacity.

- Sales Tax Collections for the Village of Salado

Village Administrator Ferguson reported that the May sales tax check, representing March collections, totaled slightly more than \$46,400, which is up about 16 percent from the same period last year and is the largest May check in the Village's history. He said fiscal year-to-date collections are up about 12 percent from last year and continue to run well ahead of budget.

- Mixed Beverage Tax Collections for the Village of Salado

Village Administrator Ferguson reported the April check representing January-March 2018 totaled approximately \$2,900, which is up about 19 percent from the same period last year and is the largest April check in the Village's history. Fiscal year-to-date collections are up about 36 percent from last year and also running well ahead of budget.

- Lease-purchase of Salado Police Department pick-up truck

Village Administrator Ferguson reported documents are being finalized and anticipated a 60-90 day delivery time on the truck, which will be outfitted with separately purchased equipment.

- Planning and Zoning Commission appointments

Village Administrator Ferguson reported that the Board will be asked to appoint two members at its June 7, 2018 meeting. He noted that Larry Roberson and K.D. Hill have expressed interest in continuing to serve.

In addition, Village Administrator Ferguson expressed appreciation for Salado Police Officer Josh Tulloch's service, as he will be leaving at the end of this month to begin his new position with Belton Police Department. He congratulated Officer Tulloch on his new opportunity. Mayor Blancett praised Officer Tulloch's service as a fine police officer for the Village of Salado.

4. Ordinance

Consider approval of an ordinance repealing Ordinance No. 2014.09A.02 which established policies and procedures for Board of Aldermen meetings; providing for severability; providing an effective date. (*Village Administrator*)

Village Administrator Ferguson recommended approval of this item, which is necessary due to the Board's recent adoption of a governance policy and rules of procedure that replaces the subject ordinance.

Alderman Coachman moved to approve the ordinance, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

5. Discussion and Possible Action

- A. Discuss and consider possible action regarding a proposed design for street lights to be installed as part of *The Main Street Improvement Project*. (*Village Administrator*)

Village Administrator Ferguson advised the street light design has been recommended by the Project's subcommittee, consisting of Main Street advocates Cathy Sands and Karen Hale, in addition to Village Administrator Ferguson. He provided project timelines and a description of the decorative street lights. Discussion established that the fixtures will contain LED lighting and be maintained by the Village.

Alderman McDougal moved to approve the design for street lights to be installed as part of *The Main Street Improvement Project*, as presented. Alderman Jackson seconded. Motion carried on a vote of 5-0.

- B. Discuss and consider possible action accepting the donation of three (3) specially equipped bicycles to the Village of Salado for use by the Salado Police Department. (*Police Chief Rick Ashe*)

This item was heard after Agenda Item 5D.

Police Chief Ashe displayed one of the three mountain bikes, highlighted bike features, and noted that two officers are currently undergoing training on use of the bikes for law enforcement purposes. There was discussion of the brief use of the bikes by University of Mary Hardin Baylor police personnel.

Alderman McDougal moved to moved to accept the donation of the bikes, as presented. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

Village Administrator Ferguson advised the bikes will be used periodically for special events and specialized purposes.

- C. Discuss and consider possible action approving the Amended Village of Salado Financial Report for the Fiscal Year ending September 30, 2017. (*Village Administrator*)

Village Administrator Ferguson recommended approval of the amended report reflecting the updated debt service schedule.

Mayor Pro-tem Brown moved to approve the Amended Village of Salado Financial Report for the Fiscal Year ending September 30, 2017. Alderman McDougal seconded. Motion carried on a vote of 5-0.

- D. Discuss and consider possible action regarding the possible lease of real property for tourism promotion purposes. (*Village Administrator*)

This item was heard after Agenda Item 5A.

Village Administrator Ferguson recommended that this item be pulled from consideration indefinitely.

Alderman Coachman moved to approve staff's recommendation to pull this item, as recommended. Mayor Pro-tem Brown seconded. Motion carried on a vote of 5-0.

6. Workshop

- A. Discuss and consider issues relating to a proposed ordinance regulating signs within the corporate limits of the Village of Salado and its E-T-J. (*Village Administrator*)

This item was heard after Agenda Item 5C.

Mayor Blancett explained workshop meeting procedures and Village Administrator Ferguson reviewed key provisions of the draft ordinance intended to meet the need for a comprehensive, easily understandable document. Issues addressed in the draft ordinance include historic district regulations, certain types of signs such as pole signs, promotion of monument signs, Interstate 35-frontage signs, banners, pennants, community signage, real estate signs, garage sale signs, and lighted signs. He noted there are provisions allowing for an appeals process for variances, dealing with off-premise signs, dilapidated signs, and possible creation of a separate Board of Adjustments made up of citizens to deal with variances.

Discussion addressed allowance for sandwich board signs, total number of signs allowed for different types of businesses, defining historic area, square footages, specific conflicts in the draft ordinance related to maximum sign heights. Discussion favored a maximum sign height of 20 feet and creation of a separate Board of Adjustments made up of citizens to deal with variances.

- B. Discuss and consider issues relating to the possible development of regulations to address yard parking and the parking of recreational vehicles, trailers and boats within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson asked for the Board's input on drafting of an ordinance, including gauging the magnitude of the problem given the estimated number of boats/trailers, and degree of Village involvement in specific neighborhood issues. Other topics included enforcement issues, homeowners associations' authority, regulation of the entire Village of Salado versus one particular neighborhood, need for a survey to gather public input, and possible unintended consequences of regulations. Village Administrator Ferguson advised that this item will be included in the Planning and Zoning Commission's next meeting agenda.

- C. Discuss and consider issues relating to a proposed ordinance regulating mobile food vendors operating within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson reviewed key provisions of the draft ordinance, including those dealing with public health safeguards, reduction of fees, transfer of permits, and permit renewals. Discussion favored a reduced permit fee, measures enhancing public health and safety, fee waivers for Village-approved special events, and requiring vendors to provide their last 12 months of sales tax reports as part of the renewal process.

- D. Discuss and consider issues relating to a proposed ordinance regulating chickens and roosters operating within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson reported on ongoing issues with roaming chickens and advised proposed regulations would address public health/safety, number of chickens allowed, prohibition of roosters, enclosures, and associated distance requirements. He noted that the Village has discussed regulating chickens in the past, however there is no record of formal adoption.

- E. Discuss and consider issues relating to a proposed ordinance amending the Village regulations relating to the operation of golf carts on public streets within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson cited citizen concerns regarding the lack of licensing and age restrictions in the Village's current ordinance. Discussion addressed possible regulations relating to licensing, age restrictions, requiring liability insurance, and lights, with the focus on licensing and age restrictions. Alderman Coachman and Village Administrator Ferguson discussed issues associated with regulation of golf carts via local ordinance versus requiring golf carts to be "street legal" and licensed as a motor vehicle. Discussion favored requiring drivers to be licensed and at least 16 years of age.

- F. Discuss and consider issues relating to a proposal that the Village of Salado assume ownership and maintenance of Main Street within the corporate limits of the Village of Salado. (*Village Administrator*)

Village Administrator Ferguson spoke on TxDOT's history of releasing "off-system" roadways to local jurisdictions and pros/cons of TxDOT versus Village ownership of Main Street, which is a huge economic generator for the Village. Issues with Village ownership included TxDOT resurfacing to mitigate future maintenance costs; local control over rights-of-way/curb cuts and speed limits; and alternate funding mechanisms to help with bridge replacement, if needed due to flood damage. He stated that if TxDOT were to complete a significant overlay of Main Street before the Village acquired the roadway, there would be about a 10-12 year period during which the Village could seed a Main Street capital fund for future maintenance or improvements. Discussion favored initiating talks with TxDOT that indicate the Village's interest in taking over Main Street; receiving a written detailed proposal from TxDOT addressing bridge, resurfacing, and warranty issues; and seeking a formal committee recommendation to the Board.

Adjournment

Mayor Blancett called the meeting adjourned at 8:39 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 7th of June, 2018.

APPROVED:


Skip Blancett, Mayor

ATTEST:


Cara McPartland, City Secretary

